

**RESOLUTION BY**

**02-*R*-1541**

**COMMUNITY DEVELOPMENT/ HUMAN RESOURCES COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH PICTURE YOU BOOKSTORE AND GIFT SHOP, FOR FC-7411-02, THE ATLANTA CYCLORAMA BOOKSTORE (RFP) ON BEHALF OF THE DEPARTMENT OF PARKS AND RECREATION REVENUE GENERATED FIRST YEAR TWENTY FOUR THOUSAND DOLLARS (\$24,000.00) IN TWELVE (12) EQUAL MONTHLY INSTALLMENTS, SECOND YEAR TWENTY FOUR THOUSAND DOLLARS \$24,000.00 IN TWELVE (12) EQUAL MONTHLY INSTALLMENTS, THIRD YEAR TWENTY FOUR THOUSAND DOLLARS (\$24,000.00) IN TWELVE (12) EQUAL MONTHLY INSTALLMENTS, PLUS AN ADDITIONAL TWO PERCENT (2%) OF ALL GROSS SALES OVER TWO HUNDRED THOUSAND DOLLARS (\$200,000.00).

**WHEREAS**, the Director of the Bureau of Purchasing and Real Estate did advertise for FC-7411-02, The Atlanta Cyclorama Bookstore (RFP) on behalf of the Department of Parks, Recreation and Cultural Affairs; and

**WHEREAS**, the Commissioner of the Department of Parks, Recreation and Cultural Affairs and the Director of the Bureau of Purchasing and Real Estate have recommended that the contract for FC-7411-02, The Atlanta Cyclorama Bookstore (RFP) be awarded to the top ranked proponent, **Picture You Bookstore and Gift Shop**; and

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA**, that the Mayor be and is hereby authorized to enter into an appropriate contractual agreement with **Picture You Bookstore and Gift Shop** for FC-7411-02, The Atlanta Cyclorama Bookstore (RFP):

Revenue Generated First Year Twenty Four Thousand Dollars (\$24,000.00) in Twelve (12) Equal Monthly Installments, Second Year Twenty Four Thousand Dollars (\$24,000.00) in Twelve (12) Equal Monthly Installments, Third Year Twenty Four Thousand Dollars (\$24,000.00) in Twelve (12) Equal Monthly Installment, Plus an additional Two Percent (2%) of all gross sales over Two Hundred Thousand Dollars (\$200,000.00), with the following contractual terms:

- 1) The contract shall be for Three (3) years with an option to renew for Three (3) additional (1) year periods.

**BE IT FURTHER RESOLVED**, that the Director of the Bureau of Purchasing and Real Estate be and is hereby directed to prepare an appropriate contractual agreement to be approved by the City Attorney, as to form for execution by the Mayor.

**BE IT FURTHER RESOLVED**, that this contractual agreement shall not become binding on the City, and the City shall incur no liability upon same until such contract has been executed by the Mayor and delivered to the contracting party.



# CITY OF ATLANTA

## *The Atlanta Cyclorama*

800-G CHEROKEE AVENUE, S.E.  
ATLANTA, GEORGIA 30315  
TEL (404) 858-7825 • FAX (404) 858-7045  
e-mail [atlcyclorama@mindspring.com](mailto:atlcyclorama@mindspring.com)  
website [www.bosatlanta.org](http://www.bosatlanta.org)

SHIRLEY FRANKLIN  
MAYOR

DEPARTMENT OF  
PARKS, RECREATION  
AND CULTURAL AFFAIRS

KARL McCRAY  
Acting Commissioner

BUREAU OF  
CULTURAL AFFAIRS

CAMILLE RUSSELL LOVE  
Director

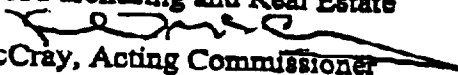
THE ATLANTA CYCLOPAMA

PAULINE M. SMITH  
Director

May 15, 2002

## MEMORANDUM

TO: Felicia Strong-Whitaker, Purchasing Agent  
Bureau of Purchasing and Real Estate

FROM:   
Karl McCray, Acting Commissioner  
Department of Parks, Recreation and Cultural Affairs

RE: FC-7411-02, The Atlanta Cyclorama Bookstore (RFP)

It is my recommendation to accept the proposal submitted by the "Picture You Bookstore & Gift Shop" to operate and manage The Atlanta Cyclorama bookstore. My recommendation is based upon the following:

- Project Understanding statement.
- Background and experience.
- Owner / operator and staff capabilities.

The following need clarification:

- In section "2", Experience of Agency, the statement: "There will be no photographs taken of any artifacts in the lobby of the Cyclorama outside the bookstore." The Cyclorama allows patrons to take pictures throughout the museum. Would this conflict with that policy?
- In section "8", the Contract part of the proposal, reference is made to a... "small research area on the Cyclorama premises..." There are no additional areas available other than those specified in section "2." the Project Understanding.

Please contact me if you have any questions. Thank you for your assistance in processing and expediting this proposal.

Cc: Camille Love  
Pauline Smith  
Bruce Bell.

*"Touching and Changing Lives"*



CITY OF ATLANTA  
BUREAU OF PURCHASING

2002 MAY 21 PM 2:56

# CITY OF ATLANTA

SHIRLEY FRANKLIN  
MAYOR

OFFICE OF CONTRACT COMPLIANCE  
55 TRINITY AVENUE SW, SUITE 1700  
ATLANTA, GEORGIA 30303  
OFFICE (404) 330-6010  
FAX (404) 658-7359

## MEMORANDUM

TO: Felicia Strong-Whitaker, Director  
Bureau of Purchasing and Real Estate

FROM: Hubert Owens, Contract Compliance Specialist, Principal  
Office of Contract Compliance

DATE: May 20, 2002

RE: Recommendation for FC 7411-02, The Atlanta Cyclorama Bookstore (RFP)

We are in receipt of one proposal for the above referenced project. The Office of Contract Compliance has carefully reviewed and evaluated the proposal for minority and female business enterprise participation.

Company

EBO

Picture You Bookstore and Gift Shop

15

If you have any questions, please contact me at (404) 330-6010 or Bruce Bell at (404) 853-7507.

CC: File  
Sabrina Watts, BPPE

**FC-7411-02**  
**THE ATLANTA CYCLORAMA BOOKSTORE**

	Picture You Bookstore and Gift Shop
(a) Previous Experience	15
(b) Written Proposal	12
(c) Compensation to the City	10
(d) Staffing Capability	10
(e) Compensation To City	10
(f) OCC Score	15
(g) Total Score a+b+c+d+e+f=(g)	57.00

**BUREAU OF PURCHASING AND REAL ESTATE  
LEGISLATION SUMMARY**

**TO: COMMUNITY DEVELOPMENT/ HUMAN RESOURCES COMMITTEE**

**CAPTION:**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH PICTURE YOU BOOKSTORE AND GIFT SHOP FOR FC-7411-02, THE ATLANTA CYCLORAMA BOOKSTORE (RFP) ON BEHALF OF THE DEPARTMENT OF PARKS AND RECREATION AND CULTURAL AFFAIRS, REVENUE GENERATED FIRST YEAR TWENTY FOUR THOUSAND DOLLARS (\$24,000.00) IN TWELVE (12) EQUAL MONTHLY INSTALLMENTS, SECOND YEAR TWENTY FOUR THOUSAND DOLLARS (\$24,000.00) IN TWELVE (12) EQUAL MONTHLY INSTALLMENTS, THIRD YEAR TWENTY FOUR THOUSAND DOLLARS (\$24,000.00) IN TWELVE (12) EQUAL MONTHLY INSTALLMENTS, PLUS AN ADDITIONAL TWO PERCENT (2%) OF ALL GROSS SALES OVER TWO HUNDRED THOUSAND DOLLARS (\$200,000.00).

**REQUESTING**

**DEPARTMENT:** Department of Parks, Recreation and Cultural Affairs

**CONTRACT TYPE:** Services

**AWARDEE** Picture You Bookstore and Gift Shop

**SOURCE**

**SELECTION:** Request for Proposals

**PROPOSAL OPENING:** May 1, 2002

**INVITATIONS  
ISSUED:** 86

**PROPOSALS**

**RECEIVED:** 1

**PROPONENTS:** Picture You Bookstore and Gift Shop – Owner, Sharon Jenkins

**BACKGROUND:** The City of Atlanta needs a consultant to operate the bookstore at The Atlanta Cyclorama. The bookstore is a high-end operation that provides books, gifts, souvenirs and appropriate materials to enhance patron's Cyclorama experience.

**TERM OF CONTRACT:** Three (3) years with an option to renew for Three (3) additional one year periods.

**EVALUATION TEAM**

**COMPOSITION:** DPRCA, OCC and Risk Management

## TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIGEDON

  
Commissioner's Signature

  
Director's Signature

Originating Department: DPRCA

Contact Person: Sabrina Dolores Watts X 6955  
Elsa D. Castro X6426

Committee(s) of Purview: Community Development/  
Human Resources Committee

Council Deadline: August 2, 2002

Committee Meeting Dates(s): August 13 - 14, 2002

Full Council Date: September 2, 2002

### CAPTION

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### BACKGROUND

The City of Atlanta needs a consultant to operate the bookstore at The Atlanta Cyclorama. The bookstore is a high-end operation that provides books, gifts, souvenirs and appropriate materials to enhance patron's Cyclorama experience.

### FINANCIAL IMPACT (if any)

*Mayor's Staff Only*

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Received by Mayor's Office:

8/30/02  
(date)

Reviewed by:

(initials)

js  
(date)

Submitted to Council:

\_\_\_\_\_  
(date)

Action by Committee:

\_\_\_\_ Approved \_\_\_\_ Adversed \_\_\_\_ Held \_\_\_\_ Amended

\_\_\_\_ Substitute \_\_\_\_ Referred \_\_\_\_ Other